



CITY OF CORONA
CHEMICAL AND BACTERIOLOGICAL LABORATORY ANALYSIS
REQUEST FOR PROPOSALS (RFP) 18-032JT
ADDENDUM No. 1

Administrative Services Department
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Corona, CA 92882

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Addendum No. 1 to RFP 18-032JT issued to respond to vendor's requests for information.

All provisions to this Addendum No. 1 are hereby incorporated by reference into the subject RFP 18-032JT. Vendors shall account for all provisions pursuant to this Addendum No. 1 in submitting their bids. Each vendor shall acknowledge receipt of this Addendum in the space provided herein.

Vendor Question No. 1:

The RFP references four categories, but lists only three (pg. 1 of 40—Scope of Work). Is there a fourth category of work?

City Response No. 1:

No this is a typo.

Vendor Question No. 2:

Analytical Quality Control Section for each category—Water Production, Water Reclamation, Stormwater.

- a. Does the current contractor provide a monthly report on the extent and results of the internal quality control program, and if so, is it by category? If so, can a representative copy of the monthly report(s) be made available?

City Response No. 2:

No, they do not provide a monthly report. They do however provide a monthly report of J flag results.

Vendor Question No. 3:

With regards to subcontracted specialty work, such as aquatic bioassay for stormwater events, will analyses be required within 10 calendar days?

City Response No. 3:

We do not currently collect bioassay samples for storm water. Any routine analysis that cannot meet the 10-day TAT shall be discussed and agreed upon prior to a final contract. Please note methods that will not meet the TAT in the bid submittal.

Vendor Question No. 4:

Will the 20% subcontracted work rule listed under the SUBCONTRACTORS section be applied to the aggregate of the contract even though it is referenced under each category—Water Production, Water Reclamation, Stormwater?

City Response No. 4:

Yes.

Vendor Question No. 5:

Does the City require 3 references for each program/category?

- a. If so, Should the references be unique to each category, or can they be applied to more than one category?

City Response No. 5:

Yes. The references can be applied to more than one category.

Vendor Question No. 6:

How shall we calculate the Extended Price for each of the 3 sampling line items in Schedule B Water Reclamation since there are no quantities listed for each? Shall we include or exclude the costs for these 3 items from the total for this section?

City Response No. 6:

Extended pricing is per day unless you indicate otherwise. The daily sampling rate and Holiday sampling rate can be included in the total.

Vendor Question No. 7:

Please confirm the basis for award, since form VI page 10 states that award will be made to the lowest total but Section III page 1 indicates price will be given 5% weighting in selection.

City Response No. 7:

This is a typo, please refer to Section III p.1 for basis for award of bid and disregard Section VI p. 10.

Vendor Question No. 8:

Industry standard practice is sample retention 30 days from receipt and not 2 weeks from reporting (item 9 in each scope of work). Will the City accept industry standard (sample retention 30 days from receipt)?

City Response No. 8:

Yes.

Vendor Question No. 9:

Will the City accept 1.5 spacing in place of double spacing to allow for sufficient information included

in the 25-page proposal limit?

City Response No. 9:

Yes.

Vendor Question No. 10:

Item 2e of Section V requests letters of recommendation. Is there a certain format or form that you would like us to use to obtain these letters of recommendation? May these letters of recommendation come from the same client references listed in the proposal response?

City Response No. 10:

We do not have a preferred format. Yes, they can come from the same clients.

Vendor Question No. 11:

Can you please confirm the constituents included in the General Mineral and Inorganics line items for drinking water?

City Response No. 11:

General Minerals – Total hardness (as CaCO₃), bicarbonate alkalinity, carbonate alkalinity, hydroxide alkalinity, calcium, magnesium, sodium, sulfate, chloride.

Inorganics (title 22 metals) – Aluminum, antimony, arsenic, asbestos, barium, beryllium, cadmium, chromium (total), copper, cyanide, fluoride, iron, lead, manganese, mercury, nickel, nitrate, nitrite, perchlorate, selenium, silver, thallium, zinc.

Vendor Question No. 12:

Can you please provide us with the excel version of the proposal fee schedule (if available)?

City Response No. 12:

See attached excel price sheet.

Vendor Question No. 13:

Can you provide the name of the laboratories currently performing the work and the current contract prices for services?

City Response No. 13:

Please submit a public records request through the City Clerk's office.

Vendor Question No. 14:

On an average how many times a week are samples picked up and at what specific location?

City Response No. 14:

Drinking water samples are typically picked up twice a day four times a week from 745 Public Safety Way, Corona CA 92880. Wastewater samples are collected daily and storm water samples are collected four times a year and picked up from 2205 Railroad St., Corona, CA 92880.

Vendor Question No. 15:

Are method substitutions allowed?

City Response No. 15:

Method substitutions are allowed in some cases. If no method is specified in the permit then the detection levels should meet minimum reporting levels or trigger levels. If proposing to use an alternate method, please indicate method on the price sheet.

Vendor Question No. 16:

Section III - Item #5 on page 7 of the pdf mentions the requirement of "Fiscal capability". What information do you require to evaluate our financial capability?

City Response No. 16:

Provide a general description of the firm's financial condition. Identify any conditions (e.g. bankruptcy, pending litigation, planned office closures, impending merger) that may impede consultant's ability to complete the project.

Vendor Question No. 17:

Please confirm that the Subcontract "minimum requirements" listed on pg 14 Sec. 12, pg 17 Sec 13, and pg 19 Sec 14 refer to the 5 items listed at the top of page 7, Section III. If not, please specify the exact documents and information needed to satisfy "minimum requirements".

City Response No. 17:

Minimum requirements are listed at the top of Section III pg. 1 for contract labs and for subcontract labs in relation to the specific tests they are performing. Additional requirements are listed in Section III pg. 4 Water Production 1-13, Section III pg. 7 Water Reclamation 1-14, and Section III pg. 9 Storm Water 1-15.

Vendor Question No. 18:

Please confirm that both ELAP and NELAP certifications are required for this contract.

City Response No. 18:

Yes, both are required.

Vendor Question No. 19:

Please specify the method required for Asbestos listed on page 2 of the price sheet.

City Response No. 19:

EPA 100.2 or similar method with a reporting level at or below 0.2 MFL.

Vendor Question No. 20:

Page 3 of the price sheet lists THM's and HAA5 on the same line, but only provides method suggestions for HAA5. Is THM required in addition to HAA5 on the same line, or do you need one of the two?

City Response No. 20:

These should be on separate lines. Please see attached excel price sheet.

Vendor Question No. 21:

Page 3 of the price sheet lists two separate methods for perchlorate, 331 and 314, for the same quantity. Are we allowed to choose one method over the other or do you require each perchlorate sample to be tested with both methods?

City Response No. 21:

We are asking contractors to include prices for both methods. This is in anticipation that a lower detection level will be needed for perchlorate.

Vendor Question No. 22:

Please send an example of the EDD required for this contract.

City Response No. 22:

*See attached example EDD Excel spreadsheet. *Please note: EDD would utilize Microsoft Access.*

Vendor Question No. 23:

Please offer further explanation for "Records and reports". What kind of information would you like us to store? Will you require the data to be sent at regularly scheduled intervals or will you need to see it during audits?

City Response No. 23:

This refers to data sheets associated with the sample (bench sheets, acknowledgment forms, shipping and receiving records). These do not need to be sent at a regular interval, but should be available upon request.

Should you have any additional questions or concerns, I can be reached at (951) 279-3531.

Thank you,
Jennifer Talley
Purchasing Specialist I